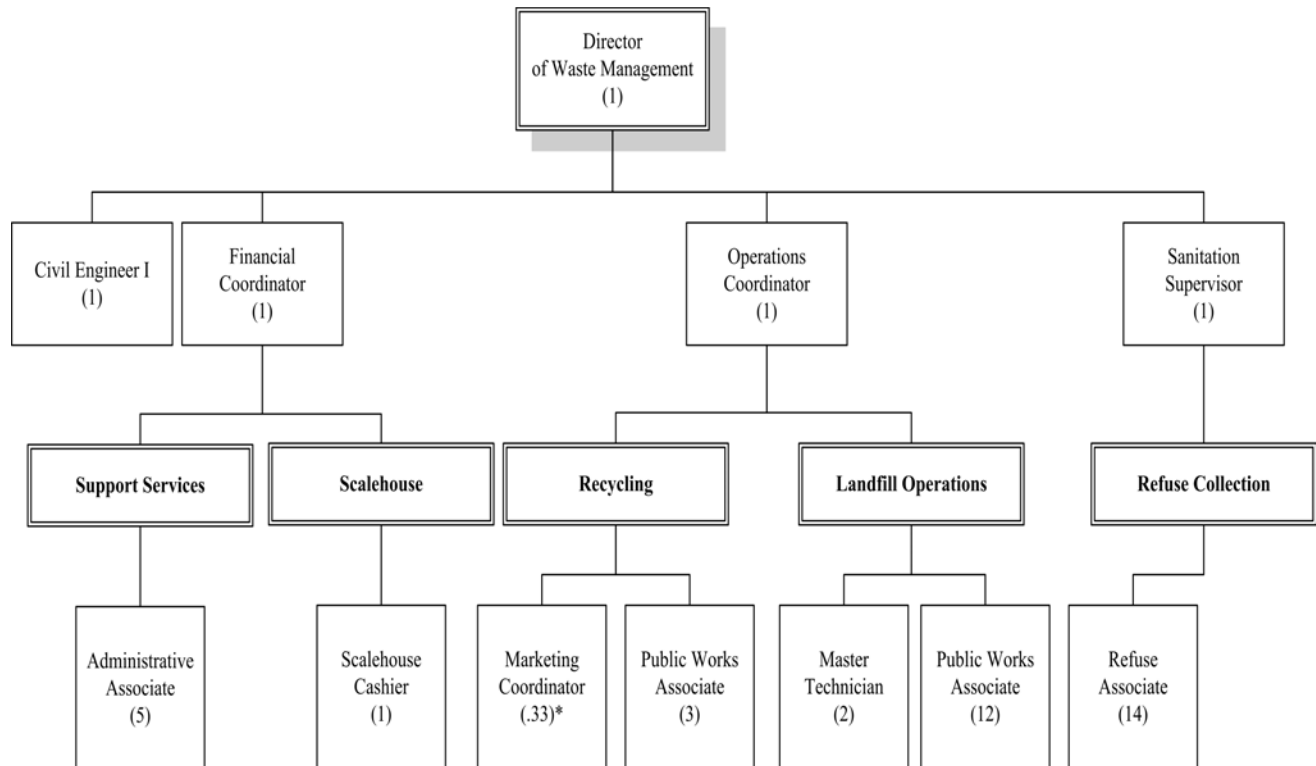


**SOLID WASTE MANAGEMENT**

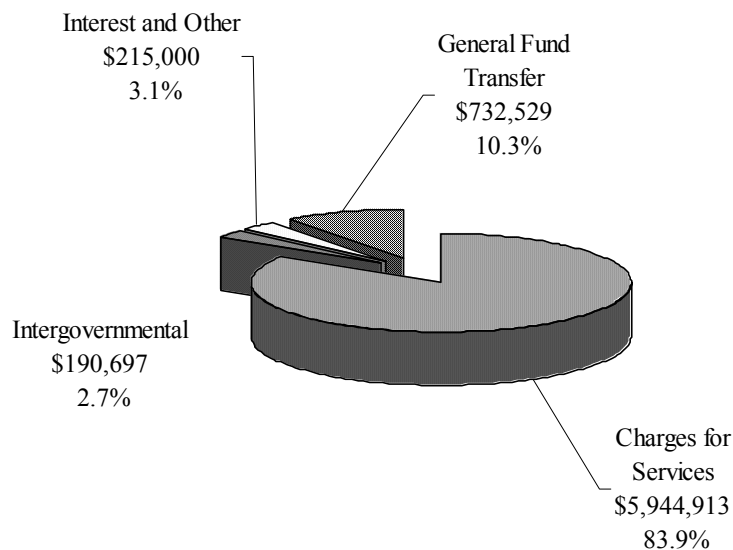
\*Marketing Coordinator position is shared among three departments. Remainder of position assigned to and funded by:  
Communications and Marketing .33 FTE  
Utilities (Water Fund) .34 FTE



**Solid Waste Management Fund.** Established as a self-supporting enterprise fund with a City Council approved transfer from the General Fund. The Fund assesses solid waste disposal costs through a tipping fee at the landfill and a tag/decal system for residential collection. Beginning in January 2004, a monthly common good fee of \$5.00 is assessed to each residential household in the City. Solid Waste Management provides semi-automated weekly refuse pickup at homes and small businesses, collects brush and bulk items on an on-call basis, and operates a sanitary landfill to collect and process solid waste, including household hazardous waste, wood products, metal and tires. Maintenance at the landfill includes groundwater monitoring and leachate and methane management. The Division has nine neighborhood facilities for public recycling of plastics, newspaper, cans and mixed paper and works with approximately 70 groups which volunteer to collect litter from City streets.

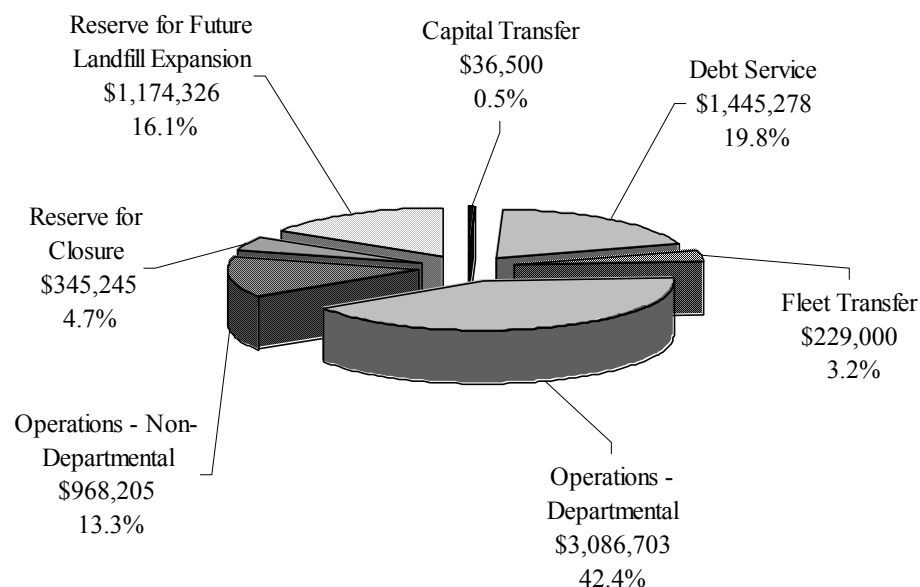
## FY 2005 REVENUES

\$7,083,139



## FY 2005 EXPENDITURES

\$7,285,257





## Solid Waste Management

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005
<b>FUND SUMMARY</b>					
<b>BEGINNING FUNDS <sup>1</sup></b>	<b>\$4,832,140</b>	<b>\$3,296,766</b>	<b>\$4,978,073</b>	<b>\$4,257,953</b>	<b>\$4,257,953</b>
<b>REVENUES</b>					
Charges for Services	\$5,454,509	\$5,779,200	\$6,103,208	\$5,944,913	\$5,944,913
General Fund Transfer	732,529	732,529	732,529	732,529	732,529
Intergovernmental	191,039	190,697	190,697	190,697	190,697
Interest & Other	558,122	200,000	125,000	215,000	215,000
<b>TOTAL REVENUES</b>	<b>\$6,936,199</b>	<b>\$6,902,426</b>	<b>\$7,151,434</b>	<b>\$7,083,139</b>	<b>\$7,083,139</b>
<b>EXPENSES</b>					
Operating -Departmental	\$4,300,184	\$3,477,162	\$4,790,201	\$3,109,286	\$3,086,703
Operating-Non-Departmental	735,434	951,721	951,721	1,008,797	968,205
Debt Service	1,329,283	1,330,053	1,367,084	1,445,539	1,445,278
Reserve for Future Landfill Expansion <sup>2</sup>	0	0	0	0	1,174,326
Landfill Closure	379,033	341,048	341,048	341,048	345,245
Capital Transfer	36,500	36,500	36,500	36,500	36,500
Fleet Transfer	502,713	385,000	385,000	385,000	229,000
<b>TOTAL EXPENSES AND TRANSFERS</b>	<b>\$7,283,147</b>	<b>\$6,521,484</b>	<b>\$7,871,554</b>	<b>\$6,326,170</b>	<b>\$7,285,257</b>
<b>ENDING FUNDS (UNDESIGNATED)</b>	<b>\$4,485,192</b>	<b>\$3,677,708</b>	<b>\$4,257,953</b>	<b>\$5,014,922</b>	<b>\$4,055,835</b>
<b>Key Financial Ratios:</b>					
Debt Coverage Ratio Target	1.20	1.20	1.20	1.20	1.20
Debt Coverage Ratio <sup>3</sup>	1.36	1.83	1.47	1.79	1.67
Fund Balance Ratio Target	40%	40%	40%	40%	40%
Fund Balance Ratio <sup>3</sup>	69%	60%	52%	79%	56%

<sup>1</sup> Beginning amended funds for FY 2003 are restated to reflect the cash balance and other current assets to be converted to cash within 90 days after June 30th of each year. Beginning funds for FY 2004 restated to include prior year encumbrances.

<sup>2</sup> Funds in the amount of \$1,174,326 are being placed in reserve towards future landfill expansion anticipated to be needed in 2008.

<sup>3</sup> The amended FY 2003 Debt Coverage and Fund Balance ratios reflect the one-time use of Fund Balance of \$1,337,500 to purchase the trash carts and equipment necessary to convert from a manual to a semi-automated refuse collection process and a common good billing system.



## Solid Waste Management

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005
<b>REVENUE SUMMARY</b>					
<b>CHARGES FOR SERVICES</b>					
Contract Hauler Disposal Fees	\$2,600,089	\$2,349,219	\$2,638,040	\$2,349,220	\$2,349,220
Contract Industrial Disposal Fees	936,418	666,026	857,960	633,013	633,013
Sludge Disposal	517,438	662,674	571,000	571,000	571,000
Solid Waste Gate Fees	440,288	515,500	488,600	460,500	460,500
Solid Waste Flat Fee	0	832,500	555,000	1,110,000	1,110,000
Tag Sales	537,443	545,781	425,000	415,000	415,000
Decal Sales	207,538	193,000	415,000	400,000	400,000
General Fund-On Street Debris	168,617	0	0	0	0
All Others	46,678	14,500	152,608	6,180	6,180
<b>TOTAL</b>	<b>\$5,454,509</b>	<b>\$5,779,200</b>	<b>\$6,103,208</b>	<b>\$5,944,913</b>	<b>\$5,944,913</b>
<b>INTERFUND TRANSFERS</b>					
General Fund Transfer	\$732,529	\$732,529	\$732,529	\$732,529	\$732,529
<b>TOTAL</b>	<b>\$732,529</b>	<b>\$732,529</b>	<b>\$732,529</b>	<b>\$732,529</b>	<b>\$732,529</b>
<b>INTERGOVERNMENTAL</b>	<b>\$191,039</b>	<b>\$190,697</b>	<b>\$190,697</b>	<b>\$190,697</b>	<b>\$190,697</b>
<b>INTEREST &amp; OTHER</b>					
Interest	\$134,397	\$200,000	\$125,000	\$200,000	\$200,000
All Other	225	0	0	15,000	15,000
<b>TOTAL INTEREST &amp; OTHER</b>	<b>\$134,622</b>	<b>\$200,000</b>	<b>\$125,000</b>	<b>\$215,000</b>	<b>\$215,000</b>
<b>TOTAL REVENUE</b>	<b>\$6,512,699</b>	<b>\$6,902,426</b>	<b>\$7,151,434</b>	<b>\$7,083,139</b>	<b>\$7,083,139</b>



## Solid Waste Management

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005
<b>POSITION SUMMARY</b>					
<b>Total FTE Positions</b>	<b>42.33</b>	<b>42.33</b>	<b>42.33</b>	<b>42.33</b>	<b>42.33</b>
<b>EXPENDITURE SUMMARY</b>					
<b>DEPARTMENTAL</b>					
<i>Salaries</i>	\$1,204,611	\$1,299,528	\$1,377,545	\$1,269,466	\$1,274,466
<i>Employee Benefits</i>	360,788	404,777	404,777	453,297	453,297
<i>Contractual Services</i>					
Maintenance and Repair	385,250	374,095	391,595	364,381	359,748
Professional Services	115,541	228,350	233,194	170,850	170,850
Temporary Personnel	76,941	75,571	75,571	70,000	70,000
Printing and Binding Services	3,779	0	0	2,500	2,500
Advertising and Public Relations	14,615	76,200	101,200	16,000	16,000
Miscellaneous Contractual Services	89,416	100,165	108,659	94,199	94,233
<i>Internal Services</i>					
Fleet Services	28,116	32,365	32,365	33,465	33,465
<i>Other Charges</i>					
Supplies and Materials	582,460	479,351	479,351	467,305	441,154
Utilities	38,036	43,543	43,543	38,234	38,234
Insurance Premiums	20,017	0	0	0	0
Travel and Training	9,181	16,000	16,000	11,000	11,000
Telecommunications	5,305	5,750	5,750	5,712	5,712
Postage and Mailing	17,428	12,085	12,085	4,500	4,500
Payments to Other Funds	52,000	52,000	52,000	52,000	55,167
Dues and Memberships	672	1,150	1,150	1,150	1,150
Other Charges - Miscellaneous	10,794	36,350	696,350	47,100	47,100
<i>Rentals and Leases</i>	8,427	82,383	32,127	8,127	8,127
<i>Capital Outlay</i>	0	157,500	726,939	0	0
<b>TOTAL</b>	<b>\$3,023,377</b>	<b>\$3,477,162</b>	<b>\$4,790,201</b>	<b>\$3,109,286</b>	<b>\$3,086,703</b>
<b>NON-DEPARTMENTAL</b>					
General Fund Payments	\$623,748	\$587,748	\$587,748	\$629,163	\$642,611
Trash Tag System Transfer	76,945	142,855	142,855	142,855	142,855
Transfer to Self Insurance	17,500	104,071	104,071	107,332	107,332
Transfer to Water Fund	0	5,000	5,000	5,000	5,000
Retail Handler's Fee	15,586	0	0	0	0
GIS Related	855	42,336	42,336	0	0
Compensation Plan Adjustments	0	0	0	0	0
All Other	61,056	69,711	69,711	124,447	70,407
<b>TOTAL</b>	<b>\$795,690</b>	<b>\$951,721</b>	<b>\$951,721</b>	<b>\$1,008,797</b>	<b>\$968,205</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,819,067</b>	<b>\$4,428,883</b>	<b>\$5,741,922</b>	<b>\$4,118,083</b>	<b>\$4,054,908</b>

**Drop-off Recycling**

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Requested FY 2005	Manager's Proposed FY 2005
<b>POSITION SUMMARY</b>					
<b>Total FTE Positions</b>	<b>3.33</b>	<b>3.33</b>	<b>3.33</b>	<b>3.33</b>	<b>3.33</b>
<b>BUDGET SUMMARY</b>					
<b>Salaries</b>	\$84,217	\$94,413	\$136,229	\$87,422	\$87,422
<b>Employee Benefits</b>	25,974	32,048	32,048	33,196	33,196
<b>Contractual Services</b>					
Maintenance and Repair	16,581	8,233	8,233	7,983	5,250
Professional Services	0	500	500	500	500
Temporary Services	2,100	5,000	5,000	5,000	5,000
Miscellaneous Contractual Services	11,783	3,161	11,655	5,824	9,324
<b>Internal Service</b>					
Fleet Service	2,391	2,468	2,468	2,801	2,801
<b>Other Charges</b>					
Supplies and Materials	17,926	25,260	25,260	18,325	20,425
Utilities	0	1,207	1,207	0	0
Travel and Training	0	500	500	500	500
Telecommunications	0	214	214	214	214
Postage and Mailing	70	8,085	8,085	500	500
Dues and Memberships	75	150	150	150	150
Other Charges - Miscellaneous	1,945	1,350	1,350	1,350	1,350
<b>Rentals and Leases</b>	0	50,256	0	0	0
<b>TOTAL</b>	<b>\$163,062</b>	<b>\$232,845</b>	<b>\$232,899</b>	<b>\$163,765</b>	<b>\$166,632</b>

**Budget Description**

The Proposed FY 2005 Solid Waste Management Fund budget for Drop-off Recycling Operations of \$166,632 represents a 28.5% decrease of \$66,267 as compared to the Amended FY 2004 budget of \$232,899.

Significant changes introduced in the Requested FY 2005 budget include:

- ◆ \$6,991 decrease in Salaries due to one position becoming vacant.
- ◆ \$2,663 increase in Miscellaneous Contractual Services due to charges to process recycled materials.
- ◆ \$6,935 decrease in Supplies and Materials due to the reduction of printed material.
- ◆ \$7,585 decrease in Postage and Mailing reflecting a decrease in mass mailing.
- ◆ \$50,260 decrease in Rentals and Leases reflecting the transfer of fleet replacement expenses to the Fleet Services Fund.

The Department requested \$163,765.

Major items requested not proposed for funding include:

- ◆ \$2,733 decrease in Maintenance and Repair.
- ◆ \$3,500 increase in Miscellaneous Contractual Services.
- ◆ \$2,100 increase in Supplies and Materials.

**Landfill**

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005
<b>POSITION SUMMARY</b>					
<b>Total FTE Positions</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>24</b>	<b>24</b>
<b>BUDGET SUMMARY</b>					
<i>Salaries</i>	\$754,593	\$727,220	\$773,471	\$751,712	\$756,712
<i>Employee Benefits</i>	223,279	226,335	239,783	271,847	271,847
<i>Contractual Services</i>					
Maintenance and Repair	308,725	301,161	318,161	291,698	313,198
Professional Services	115,541	227,350	232,194	169,850	169,850
Temporary Services	32,403	30,000	30,000	15,000	15,000
Advertising and Public Relations Services	7,316	15,000	15,000	10,000	10,000
Miscellaneous Contractual Services	68,125	87,159	87,159	78,280	57,498
<i>Internal Service</i>					
Fleet Service	15,908	15,229	15,229	16,902	16,902
<i>Other Charges</i>					
Supplies and Materials	528,499	338,126	338,126	327,900	310,400
Utilities	24,323	35,500	35,500	35,500	35,500
Insurance Premiums	20,017	0	0	0	0
Travel and Training	8,423	15,000	15,000	10,000	10,000
Telecommunications	4,961	4,042	4,042	4,042	4,042
Postage and Mailing	2,739	2,000	2,000	2,000	2,000
Payments to Other Funds	52,000	52,000	52,000	52,000	55,167
Dues & Memberships	597	1,000	1,000	1,000	1,000
Street Maintenance and Miscellaneous Charges	6,732	7,750	7,750	7,750	7,750
<i>Rentals and Leases</i>	8,427	8,127	8,127	8,127	8,127
<b>TOTAL</b>	<b>\$2,182,608</b>	<b>\$2,092,999</b>	<b>\$2,174,542</b>	<b>\$2,053,608</b>	<b>\$2,044,993</b>

***Landfill Operations Budget Description***

The Proposed FY 2005 Solid Waste Management Fund budget for Landfill Operations of \$2,044,993 represents a 6.0% decrease of \$129,549 as compared to the Amended FY 2004 budget of \$2,174,542.

Significant changes introduced in the Requested FY 2005 budget include:

- ◆ \$24,492 increase in Salaries reflecting the transfer of two (2) Public Work Associate positions from Refuse Collection to Landfill Operations.
- ◆ \$45,512 increase in Employee Benefits reflecting rising retirement contributions, health and dental insurance costs, as well as the end of the holiday for group life insurance premiums.
- ◆ \$57,500 decrease in Professional Services reflecting a decrease in Environmental Monitoring Services.
- ◆ \$5,000 decrease in Advertising reflecting a realignment of expenses based on historical spending.
- ◆ \$8,879 decrease in Contractual Services reflecting a realignment of charges based on prior history.
- ◆ \$5,000 decrease in Travel and Training reflecting an increase in onsite training and realignment based on prior history.

The Department requested \$2,053,608.

Major items requested not proposed for funding include:

- ◆ \$5,000 increase in wage monies.
- ◆ \$21,500 increase in Maintenance and Repair Services.
- ◆ \$20,782 reduction in Miscellaneous Contractual Services.
- ◆ \$17,500 reduction in Materials and Supplies.
- ◆ \$3,167 increase in Payments to Other Funds.



**Refuse Collection**

	Actual FY 2003	Adopted FY 2004	Amended FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005
<b>POSITION SUMMARY</b>					
<b>Total FTE Positions</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>15</b>	<b>15</b>
<b>BUDGET SUMMARY</b>					
<i>Personal Services</i>	\$365,800	\$477,895	\$467,845	\$430,332	\$430,332
<i>Employee Benefits</i>	111,534	146,394	132,946	148,254	148,254
<i>Contractual Services</i>					
Maintenance and Repair	59,944	64,701	65,201	64,700	41,300
Professional Services	0	500	500	500	500
Temporary Personnel	44,538	45,571	45,571	50,000	50,000
Printing and Binding Services	3,779	0	0	2,500	2,500
Advertising and Public Relations Services	5,198	56,200	81,200	6,000	6,000
Miscellaneous Contractual Services	9,509	9,845	9,845	10,095	27,411
<i>Internal Service</i>					
Fleet Service	9,817	14,668	14,668	13,762	13,762
<i>Other Charges</i>					
Supplies and Materials	43,979	115,965	115,965	121,080	110,329
Utilities	5,768	6,836	6,836	2,734	2,734
Travel and Training	760	500	500	500	500
Telecommunications	344	1,493	1,493	1,456	1,456
Postage and Mailing	14,619	2,000	2,000	2,000	2,000
Other Miscellaneous Expense	2,117	27,250	687,250	38,000	38,000
<i>Rentals and Leases</i>	0	24,000	24,000	0	0
<i>Capital Outlay</i>	0	157,500	726,940	0	0
<b>TOTAL</b>	<b>\$677,706</b>	<b>\$1,151,318</b>	<b>\$2,382,760</b>	<b>\$891,912</b>	<b>\$875,078</b>

***Refuse Collection Operating Budget Description***

The Proposed FY 2005 Solid Waste Management Fund budget for Refuse Collection of \$875,078 represents a 36.7% decrease of \$1,507,682 as compared to the Amended FY 2004 budget of \$2,382,760.

Significant changes introduced in the Requested FY 2005 budget include:

- ◆ \$47,563 decrease in Salaries reflecting the transfer of two (2) Public Work Associates from Refuse Collection to Landfill Operations.
- ◆ \$4,429 increase in Temporary Personnel.
- ◆ \$50,200 decrease in Advertising due to completion of the Semi-Automated Refuse Collection Implementation.
- ◆ \$4,102 decrease in Utilities reflecting realignment of costs based on historical trends.
- ◆ \$10,750 increase in Miscellaneous Expenses for new customer trash carts.
- ◆ \$157,500 decrease in Capital Outlay reflecting the transfer of fleet replacement expenses to the Fleet Services Fund.

The Department requested \$891,912.

Major items requested not proposed for funding include:

- ◆ \$23,400 decrease in Maintenance and Repair Services.
- ◆ \$17,316 increase in Miscellaneous Contractual Services.
- ◆ \$10,751 decrease in Supplies and Materials.